

MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS

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Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	November 18, 2021
LOCATION	COMMISSIONER'S MEETING ROOM
	<p>** The Commissioner's office will be open for in-person meetings. Social distancing requirements shall still be maintained.</p> <p>Allen County residents may also join the meeting from a computer, tablet or smartphone.</p> <p><u>https://www.gotomeet.me/AllenCountyCommissioners</u></p> <p>You can also dial in using your phone. United States (Toll Free): <u>1 866 899 4679</u> United States: <u>+1 (571) 317-3116</u></p> <p>Access Code: 606-059-605</p>
	PRESENT: Cory Noonan Beth Seibert
TIME:	GENERAL SESSION – RECORDED
9:01 a.m.	AGENDA MEETING
	PLEDGE – Beth Seibert
	<p style="text-align: center;">APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Seibert moved for approval, noting that Resolution #861-21 should state City of Lima and not Village of Elida. Motion seconded by Commissioner Noonan. The roll was called and approved unanimously.</i></p>

ITEMS FOR REVIEW AND APPROVAL:

- 1. Approve minutes of the November 1, 2021 special session.**
- 2. Approve minutes of the November 2, 2021 general session.**
- 3. Approve minutes of the November 4, 2021 general session.**
- 4. Approve minutes of the November 8, 2021 special session.**
- 5. Approve minutes of the November 9, 2021 general session.**
- 6. Approve minutes of the November 10, 2021 special session.**

Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the minutes were approved unanimously.

7. Consent Agenda:

- a. Resolution #851-21.** Approve travel expenses.
- b. Resolution #852-21.** Intradepartmental transfers.
- c. Resolution #853-21.** Authorize a warrant of transfer from the Sanitary Engineering Department Operations Fund 5034 to the Surplus Fund 5035.
- d. Resolution #854-21.** Authorize a warrant of advance from the Sanitary Engineer's Surplus Fund 5035 to the Early Lutz Sewer Improvement Project Fund 4400.
- e. Resolution #855-21.** Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Wastewater Collection Capital Improvement Fund 5405.
- f. Resolution #856-21.** Supplemental appropriation to the Court of Appeals Fund 8805.
- g. Resolution #857-21.** Supplemental appropriation to the OPOTA Training Fund 2851.
- h. Resolution #858-21.** Supplemental appropriation to the Domestic Relations Court Computerization Fund 2706.
- i. Resolution #859-21.** Resolution to establish the Hutchinson Ditch Construction Fund.
- j. Resolution #860-21.** Resolution to establish the Hutchinson Ditch Maintenance Fund.

Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolutions were approved unanimously.

RESOLUTIONS/SIGNATURES:

- 1. Resolution #861-21.** Authorize issuance of payment to the City of Lima from the Motor Vehicle Permissive Tax Fund. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #862-21.** Authorize Clerk of Board to post notice to bidders and advertise to receive bids for the Park Pump Station Replacement Project - FY'20 CDBG Allocation. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This project is located in the Village of Lafayette. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #863-21.** Resolution to approve Fuel Inventory/Usage and Fuel Card Policy/Procedure for various departments. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

DISCUSSION:

A. Allen County Engineer

- 1. Resolution #864-21.** Resolution fixing date, time and place of final hearing and acknowledging receipt of the engineer's reports, estimated assessments and watershed map on the proceedings for the improvement. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Per Nathan Davis, Allen County Engineer's office, this request is to schedule a final hearing for Smith Ditch. The final hearing will be December 14, 2021 at 5:30 p.m. at the American Township House. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #865-21.** Authorize the County Engineer to remove the load limit posting on the Kiggins Road Bridge, Marion Township. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Per Ron Meyer, Allen County Engineer's office, a load limit was posted on said bridge in 2013. The bridge has now been replaced and the load limit can be removed. The roll was***

called and the resolution was approved unanimously.

B. Sanitary Engineer

1. Resolution #866-21. Accept permanent easements from property owners for the Winona Lake Sewer Improvement Project. *Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Per Bill Horvath, Sanitary Engineer's office, the easements are necessary to install a 2,400 foot low pressure sewer system for Winona Lake. The roll was called and the resolution was approved unanimously.*

C. Department of Job & Family Services

1. Resolution #867-21. Approve a contract between the Allen County Department of Job and Family Services/Ohio Means Jobs and Hometown Stations for business outreach efforts. *Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Per Katie Metzger, Department of Job and Family Services, this contract is to assist local employers for recruitment efforts utilizing Business Resource Network monies. The roll was called and the resolution was approved unanimously.*

ANNOUNCEMENT

9:09 a.m.

RECESS

9:35 a.m.

Update – Jason Patchet – Building and Grounds

- **Discussion regarding Justice Center generator. Provided results of load log reports. Reports show that a 600 kw is needed for the Justice Center. Proposals were received for the purchase of a 600 kw generator from four (4) vendors with the best proposal being Generator Source in the amount of \$132,200.00 with a lead time of two (2) weeks once payment is received. This cost does not include installation. Mr. Patchet recommended to move forward with Generator Source.**

Kayla Campbell, Assistant Prosecutor, entered the meeting at 9:47 a.m. Discussed correspondence received by the Building and Grounds Department and the Allen County Sheriff regarding the necessity to purchase a generator as the current unit has physical and structural damage due to a blown engine and is no longer operational. The county is currently renting a 300 kw generator as a back-up until a permanent replacement generator is purchased. In the event of a power failure, the facility would operate at 50% with the current generator. Kayla Campbell exited the meeting at 9:50 a.m.

Resolution #868-21. Board of Allen County Commissioners declare an emergency for the replacement of a generator at the Allen County Justice Center pursuant to ORC 307.86(A)(2) and 307.86(B)(1). ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Due to the concern as stated above, it is necessary to proceed with the purchase of a generator from Generator Source in the amount of \$132,200.00. The roll was called and the resolution was approved unanimously.***

Resolution #869-21. Supplemental appropriation to the Capital Improvement Fund 4017. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is necessary to appropriate monies to secure a contract for the purchase of a generator at the Justice Center. The roll was called and the resolution was approved unanimously.***

- **Discussion regarding relocation of generator on west side of Justice Center on the ground in lieu of the roof. Mr. Patchet is meeting with Sidney Electric to discuss plan. County must meet restrictions and obtain the necessary permits. Mr. Patchet will reach out to the County Engineer regarding foundation work.**
- **Court Security – discussion regarding camera’s for parking lots - \$28,000.00. Working with IT as it relates to panic buttons.**
- **Still working with Northwest Security on intercom system for Commissioner’s office.**
- **Provided update on demolition of Train Depot.**
- **Jail Elevator Project moving forward.**
- **Sidewalk on 400 block of Main Street to be completed the week after Thanksgiving.**

	<ul style="list-style-type: none"> • Received and in process of reviewing itemized invoice from Joe & Joe Contracting as it relates to the Dog Pound Driveway and Parking Lot Project. Meeting with Joe & Joe Contracting next Tuesday to discuss further. • Commissioner Noonan provided update on Memorial Hall walk-thru. Requested Mr. Patchet provide estimated numbers as it relates to operational costs and replacement value. Discussion regarding roof condition of Memorial Hall. • Susan Wildermuth provided update on Regional Planning Commission (RPC) – Administrative Affairs as it relates to repairs to front of building. RPC unable to obtain loan for repairs. It has been suggested that the county purchase the building and rent to RPC.
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10:56 a.m.	RECESS
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11:01 a.m.	<p>Update - Keith Kramer – Lanes Storage</p> <ul style="list-style-type: none"> • Provided overview of April, 2021 meeting. • Provide update on scanning – Child Support Enforcement Agency. • Discussion regarding ARPA monies. • Discussion regarding digitizing all county documents. Commissioners need to meet with Elected Officials to discuss. • Name change: Document Service Company
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11:29 a.m.	ADJOURN
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	<p>Submitted by: <u>Kelli A. Singhaus</u> Kelli A. Singhaus, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u>Cory Noonan</u> Cory Noonan</p> <p><u>Brian Winegardner</u> Brian Winegardner</p> <p><u>Beth Seibert</u> Beth Seibert</p>
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